



Meeting #15

Bonnette Page and Stone Corp.
 91 Bisson Avenue
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Project: 733 - Auburn Village School
 11 Eaton Hill Road
 Auburn, New Hampshire 03032

AVS Construction Meeting Minutes

MEETING DATE: 01/31/2019 **MEETING TIME:** 9:00 AM - 11:00 AM Eastern Time (US & Canada)

MEETING LOCATION: Auburn Public Safety Building Conference Room

OVERVIEW:

NOTES:

ATTACHMENTS:

ATTENDEES:

Name	Company	Phone Number	Email	Attendance
Jim Saulnier	Auburn Fire Department	Tel: (603) 483-8141	fireinspector@auburnnhfire.org	Absent
Mike Williams	Auburn Fire Department	Tel: (603) 483-8141	mwilliams@auburnnhfire.org	Absent
Larry Brown	Bonnette, Page & Stone Corp	Tel: (603) 455-7568	lbrown@bpsnh.com	Absent
David Geddes	Bonnette, Page & Stone Corp	Tel: (603) 524-3411	dgeddes@bpsnh.com	For Distribution Only
Keith McBey	Bonnette, Page & Stone Corp	Tel: 603-524-3411 ext. 16	kmcbey@bpsnh.com	For Distribution Only
Barrett Salta	Bonnette, Page & Stone Corp	Tel: (603) 524-3411	bsalta@bpsnh.com	Present
Barrett Ryan Salta	Bonnette, Page & Stone Corp	Tel: (603) 524-3411	brsalta@bpsnh.com	For Distribution Only
Marc Jobin	Jobin Construction Consultants, LLC	Tel: (603) 486-6400	mjobin@comcast.net	Present
Janice Baker	SAU15 - Auburn, Candia, Hooksett	Tel:	jbaker@sau15.net	Present
Dr. Lori Collins	SAU15 - Auburn, Candia, Hooksett	Tel: (603) 483-2769	lcollins@sau15.net	Present
Scott Dube	SAU15 - Auburn, Candia, Hooksett	Tel: (603) 483-2769	scott.dube@sau15.net	Present
Karen Lessard	SAU15 - Auburn, Candia, Hooksett	Tel: (603) 622-3731 ext. 11	klessard@sau15.net	Present
Dr. Phil Littlefield	SAU15 - Auburn, Candia, Hooksett	Tel: (603) 622-3731	plittlefield@sau15.net	Present
Robert Strobel	SAU15 - Auburn, Candia, Hooksett	Tel: (603) 622-3731	rstrobel@sau15.net	Present

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

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Alan Villeneuve	SAU15 - Auburn, Candia, Hooksett	Tel:	alanv@sau15.net	Present
Robert Carter	The H.L. Turner Group Inc.	Tel: (603) 228-1122	rcarter@hlturner.com	For Distribution Only
Bill Hickey	The H.L. Turner Group Inc.	Tel: (603) 228-1122	bhickey@hlturner.com	Present
Doug Proctor	The H.L. Turner Group Inc.	Tel: (603) 228-1122	dproctor@hlturner.com	Present
Carrie Rouleau-Cote	Town of Auburn	Tel:	bldginsp@townofauburnnh.com	For Distribution Only

Building Design						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Outdoor Stage Design	Doug Proctor (The H.L. Turner Group Inc.)			On Hold
Description: Outdoor Stage is currently in the Owners court for further Action						
Previous Meeting Minutes: 01/24/2019: (None)						
1.2	1	Fire Department Request	Doug Proctor (The H.L. Turner Group Inc.), Bill Hickey (The H.L. Turner Group Inc.)			Open
Description: JS would like the following questions clarified <ul style="list-style-type: none"> The fire department wants clarification and a review of access to the rear of the school 						
Official Documented Meeting Minutes: DP to revise SK of access path with a reduced hammerhead.						
Previous Meeting Minutes: 01/24/2019: DP to revise SK of access path with a reduced hammerhead.						
1.3	2	Wet Area at Cemetery				On Hold
Description: AV noted that the toe of slope between the AVS parking lot and the cemetery is always wet. HL Tuner to investigate if this can be addressed						
Previous Meeting Minutes: 01/24/2019: (None)						

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1.4	6	Propane Tanks	Barrett Salta (Bonnette, Page & Stone Corp)			On Hold
<p>Description: 4 - 1000 gallon underground Propane Tanks for addition will be required, these will be located adjacent to the existing propane tank farm that serves the existing building</p> <p>This area is very wet and most likely a hold-down pad will be required</p> <p>The Town of Auburn currently follows all codes and standards that the State of NH have adopted as law in regards to the installation of, use and storage of LPG. Any plans and corresponding documents need to be submitted to the building department and fire department for review before any permits will be issued.</p>						
<p>Official Documented Meeting Minutes: Amerigas is unable to provide details form this work. BPS will find other options</p>						
<p>Previous Meeting Minutes: 01/24/2019: BPS continues to reach out to Amerigas (James Garner) for tank information.</p>						
1.5	13	Room #202-203	Barrett Salta (Bonnette, Page & Stone Corp)			Open
<p>Description: Operable Partition has been eliminated, a wall will be installed instead</p>						
<p>Official Documented Meeting Minutes: ASI No014 has been issued for this proposed change</p>						
<p>Previous Meeting Minutes: 01/24/2019: Doug will issue an ASI</p>						
1.7	14	Art Room Annex	Dr. Lori Collins (SAU15 - Auburn, Candia, Hooksett)			Open
<p>Description: A request was made for the Art room Annex to have a set of double doors installed. This was not received well by AV who believes the room should be removed due to the condition it is in. This will be further discussed at our next meeting</p>						
<p>Official Documented Meeting Minutes: LC will review options with the Art teacher and provide update with reference to this area</p>						
<p>Previous Meeting Minutes: 01/24/2019: (None)</p>						

Budget						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	GMP	Doug Proctor (The H.L. Turner Group Inc.), Barrett Salta (Bonnette, Page & Stone Corp)			Open
<p>Description: BPS will provide Bid Recommendations for the owners consideration</p>						

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	Previous Meeting Minutes: 01/24/2019: (None)					
2.3	1	Cabling	Robert Strobel (SAU15 - Auburn, Candia, Hooksett)			On Hold
Description: Cabling to be bid by AVS/SAU. Pricing to be provided for both CAT 5 and 6 cable Team asked for data package to be bid in the next six weeks Twin State Technologies would also like the opportunity to bid the data cabling						
Official Documented Meeting Minutes: Robert will provide a bid analysis for our next meeting						
	Previous Meeting Minutes: 01/24/2019: (None)					
2.4	6	Kalwall Panels	Doug Proctor (The H.L. Turner Group Inc.)			Open
Description: Existing Kalwall Panels - AV wants the construction team to design, price and incorporate into the GMP the replacement of the following windows Room #108 4 - windows 54" x 96" Room #120 & #122 1 for each room Kalwall 16' x 11' Room #122 Kawwall 12' x 11' Room #122 Kallwall 4' x 6' West Stairs 2 each 8' x 4' Room #122 2 Each 16' x 22'						
Official Documented Meeting Minutes: ASI No015 has been issued Pentucket to update pricing for review						
Previous Meeting Minutes: 01/24/2019: Roger Allard met with HL Turner to review the additional windows and Kal-Wall replacements. DP reviewed elevations he had drawn with the team. DP will issue and ASI and then Rodger will be able to finalize pricing for this additional work.						

Contracts						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status

Coordination						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Archaeologist Report	Bill Hickey (The H.L. Turner Group Inc.)			On Hold
Description: BH trying to schedule archeologist to review report with executive team and a clarification of discovered items.						
Previous Meeting Minutes: 01/24/2019: (None)						
4.3	2	School Coordination				Open

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	<p>Previous Meeting Minutes: 01/24/2019: (None)</p>					
4.4	4	AOT & Shorland Permits	Bill Hickey (The H.L. Turner Group Inc.)			Open
	<p>Description: Final AOT have been submitted to the state</p>					
	<p>Official Documented Meeting Minutes: BH provided an update that all permits will be in by the end of February</p>					
	<p>Previous Meeting Minutes: 01/24/2019: AOT permit remains in the State of NH hands The owner noted they will apply pressure if they feel it prudent to push this along</p>					
4.6	6	Water service to new addition	Doug Proctor (The H.L. Turner Group Inc.)			Open
	<p>Description: Water service from well to new addition requires further investigation</p>					
	<p>Official Documented Meeting Minutes: DP to review the submittals for plumbing with BLW as some of these water supply materials might not be required due to these changes</p>					
	<p>Previous Meeting Minutes: 01/24/2019: DP to review the submittals for plumbing with BLW as some of these water supply materials might not be required due to these changes</p>					
4.7	14	Access Roadway material	Barrett Salta (Bonnette, Page & Stone Corp)			Open
	<p>Description: MWW has determined they wish that the Recycled Stabilized base material be removed due to its 'asphalt properties" BPS noted this material met the specifications of the State of NH DOT Roadway standards but understood this did not meet MWW water works standards which unfortunately was not part of the specifications of the project. BPS recommended that the proposed material that is proposed to be supplied for replacement be tested with the same standards (Administrative Rule Env-Or-600) and approved by MWW and Stantec. This was agreed and BPS will get the materials tested immediately</p>					
	<p>Official Documented Meeting Minutes: BPS has the proposed replacement material being tested by RPF for conformance to the MWW hazardous material requirements</p>					
	<p>Previous Meeting Minutes: 01/24/2019: (None)</p>					
4.8	15	Phone Vendor Meeting				Open
	<p>Description: DP requested a coordination meeting with the owner's phone vendor SD & DP to set up</p>					

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Design Meetings						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Security				Open
<p>Description: Meeting scheduled for October 18 at 10:30 am.</p>						
<p>Official Documented Meeting Minutes: JH and SD are meeting today to review drawings and to see if any equipment can be reused</p>						
<p>Previous Meeting Minutes: 01/24/2019: Karen updated the team that drawings have been issued for the owner's review. After comments from the owner, an RFP will be written for proposals.</p>						
5.2	6	Exterior Projects for Community				On Hold
<p>Description: JB would like to define exterior projects that might have an opportunity to involve the community or the children of the school district. Spring 2019 Discussion</p>						
<p>Previous Meeting Minutes: 01/24/2019: (None)</p>						
5.3	10	Gym Floor Options	Bill Hickey (The H.L. Turner Group Inc.)			Open
<p>Description: HL Turner to have a floor representative attend a meeting to discuss various flooring options</p>						
<p>Official Documented Meeting Minutes: BH reported that Auburn is not Danaher's territory and he has reached out to American flooring for a meeting</p>						
<p>Previous Meeting Minutes: 01/24/2019: DP has forwarded to Matt Danaher existing flooring option for his review, DP has asked Matt to provide a couple of dates when he is available to review at our next meeting</p>						
5.4	13	Flooring Options for Restrooms	Doug Proctor (The H.L. Turner Group Inc.)			Open
<p>Description: DP has provided numerous flooring options for the restrooms BPS would like a decision on this flooring by the end of February</p>						
<p>Official Documented Meeting Minutes: DP and Tish to provide a color recommendation</p>						
<p>Previous Meeting Minutes: 01/24/2019: The owner has selected a floor for the restrooms (Altro Operetta) DP and Tish to provide a color recommendation</p>						
5.6	14	Square Footage Room #124	Doug Proctor (The H.L. Turner Group Inc.)			Open

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<p>Description: Lori asked what the square footage will be Room #124 DP to provide</p>						
<p>Official Documented Meeting Minutes: DP informed the team that 795 will be the square footage for room #124, LC is concerned that this will prove unacceptable DP will provide an option to equalize to room size with the adjacent room for review</p>						
<p>Previous Meeting Minutes: 01/24/2019: (None)</p>						
5.7	15	Low Lumen Lighting	Doug Proctor (The H.L. Turner Group Inc.)			Open
<p>Description: SD has the need for one teaching room to have dimmable lights to below 40 lumens DP to review with electrical engineer</p>						

Schedule						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
6.2	1	Septic Investigation	Doug Proctor (The H.L. Turner Group Inc.)			Open
<p>Description: CRC requested the septic information, TTG working on septic investigation. CRC noted that the septic request for information will not hold up foundation permit.</p>						
<p>Official Documented Meeting Minutes: BH provided an update that BPS's septic tank relocation request has been sent to the state for review and expects we will have approval by the end of February</p>						
<p>Previous Meeting Minutes: 01/24/2019: DP noted he has a verbal the septic has been approved, he will inquire on the status of written approval HL Turner pushed the state for an update. The States reactions to the pressure was less than enthusiastic</p>						
6.3	1	Renovation 2019 Preliminary Schedule				On Hold
<p>Description: Renovation 2019 Schedule Milestones and Sequencing review</p> <ul style="list-style-type: none"> Relocation of Administration Area June 2019 - October 2019 Option to Close Kitchen May 31, 2019 - Provide Box Lunches? Alternate #11 will require the team to address the inability to complete this work over summer break 						
<p>Official Documented Meeting Minutes: BS will have coordination plans ready for review for the February 7th meeting</p>						
<p>Previous Meeting Minutes: 01/24/2019: SD provided drawings with room assignments (Thanks Scott) BPS to provide phasing drawings for the owner's review and comments</p>						

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	<p>Previous Meeting Minutes: 01/24/2019: <i>(None)</i></p>
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